



DISTRICT RURAL DEVELOPMENT AGENCY, MAYURBHANJ

ORISSA RURAL DEVELOPMENT AND MARKETING SOCIETY

(Panchayati Raj & D.W. Department, Govt. Of Odisha)

E-mail : ori-dmayurbhanj@gramsat.nic.in / dsmsmayurbhanj@gmail.com

No. : 188 //

Date: 12/03/20

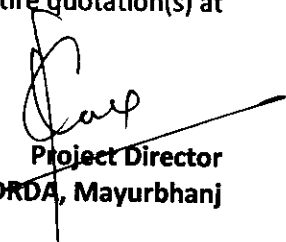
QUOTATION CALL NOTICE

Sealed quotations are invited in the prescribed format from interested Tent Houses/ Firms/ Decorators/ Security Services/ Agencies/ Printing Firms for different works of **Pallishree Mela-2020** as per the specifications provided below. The event will be organized at College & Chhau Padia, Baripada from 09.04.2020 to 13.04.2020. The detailed Quotation Paper along with terms & conditions can be obtained from the office of the undersigned or can be downloaded from the website www.mayurbhanj.nic.in. The Quotation paper completed in all respect must be with sealed cover and superscripted as "Quotation for Tentage & Allied Works of Pallishree Mela-2020"/ "Quotation for Private Security Services for Pallishree Mela-2020"/ "Quotation for Documentation / Printing works for Pallishree Mela-2020" for relevant work.

Specification of Works/ Services:	
1	Tentage & Allied Works
2	Private Security Services
3	Documentation
4	Printing Works

The sealed quotation completed in all respect addressed to "The Deputy CEO, ORMAS, C/o-DRDA, Mayurbhanj, At-Murgabadi, Po-Bhanjpur, Dist-Mayurbhanj, PIN- 757002" should reach by Speed Post/ Registered Post / by hand on or before **26.03.2020 at 2.00 PM** and will be opened in the same day at **4.00 PM** at the office chamber of the undersigned in presence of the Bidders or their authorized representatives. The Quotation received after due date and time will not be considered.

The undersigned reserves the right to accept/ reject/ modify/ cancel any or entire quotation(s) at any stage without assigning any reason thereof.


Project Director
DRDA, Mayurbhanj


Memo No 189 Dated 12/3/20

Copy to the DIO, NIC, Mayurbhanj for information with request to hoist the Bid Document in District Portal for wide publicity.

Copy to the DIPRO, Mayurbhanj/ Dy. Collector, Nizarat, Collectorate, Mayurbhanj/ All BDOs, Mayurbhanj for information and necessary action with request to affix the above Quotation Call Notice in their office Notice Board for wide publicity.

Copy to the PA to collector for kind information of the Collector, Mayurbhanj.

Copy to the Notice Board.


Project Director
DRDA, Mayurbhanj

TENDER PAPER

OF

Tent & Allied works
For the year 2020

For
Pallishree Exhibition

To be organized by
ORMAS, Mayurbhanj

Orissa Rural Development & Marketing Society,
Mayurbhanj

(A district unit of ORMAS)
DRDA Campus, Baripada, Mayurbhanj, Odisha

37

TENDER PAPER FOR TENTAGE & ALLIED WORKS OF PALISHREE MELA - 2020
TO BE ORGANISED FROM 09th – 13th April 2020

- E.M.D (Refundable) : Rs. 10, 000 /- (Rupees ten thousand only) in shape of Demand Draft / Pay order in favor of **Chief Executive, DSMS, Mayurbhanj** payable at Baripada.
- Cost of Tender Paper : Rs. 5000(Rupees five thousand only)) in shape of Demand Draft / Pay order in favor of **Chief Executive, DSMS, Mayurbhanj** payable at Baripada.
- LAST DATE & TIME FOR RECEIPT OF TENDERS : 26.03.2020 latest by 2 pm
- DATE & TIME OF OPENING OF TENDERS : 26.03.2020 at 4.00 PM at DRDA, Mayurbhanj

37

TERMS AND CONDITIONS OF TENDER FOR TENT & ALLIED WORKS FOR PALISHREE MELA -2020

Period – 09th -13th April 2020, Mayurbhanj

1. Sealed tenders are invited from the reputed firms, decorators and tent houses having the work experience of Exhibitions or similar nature of works..
2. The tenderer should have registered his firm under Commercial Tax (GST), Service Tax and having PAN No.
3. The work will be assigned to a firm for Pallishree Mela only. So, the rate quoted should be inclusive of all taxes offered by the tent houses / firms and should be valid for the given period.
4. The duration of the exhibition will be for 5 days as per the details given below. In case of there is any extension of Mela period, no extra payment will be entertained for the additional days. All the desired works should be completed at least one day before the scheduled inauguration date and time of the Exhibition and should hand over all the works as per the specification, to the in-charge of exhibition.
5. The bidder should have in the business of providing Tent or Event Management Services to the Central / State Government / Corporate Bodies /National Organizations for at least 1 or 2 years from the date of opening of the proposal.
6. **Experience Certificate/ Work Order** showing successfully completed similar type of works during last three year ending last day of the month previous to the one in which application are in invited should be either of the following.
 - a. Three Similar [Tentage or Event Management works for National/ State/ District Level Exhibitions] completed works/assignments costing not less than the amount equal to Rs 6.00 Lakhs (Rupees Six Lakhs) each OR
 - b. Two similar type of works costing not less than the amount equal to Rs.8.00 Lakhs (Rupees Eight Lakhs) each OR
 - c. One similar types of works costing not less than the amount equal to Rs. 12.00 Lakhs (Twelve lakh)

Details of Pallishree Mela

The Pallishree Mela to be organized in the College and Chhow Ground, Baripada, Mayurbhanj as per the details enlisted below, is purely tentative. Any place or period as proposed below may change / vary in course of action. **The details of programme listed below may be cancelled without assigning any reason thereof and no consideration will be entertained for the same.**

Sl. No	Name of the District	Place of Exhibition	Occasion	Tentative Date of the Exhibition	No. of days of Exhibition	Nature of work
1	Mayurbhanj	College & Chhow Ground	Pallishree Mela	09 th – 13 th April 2020	5	Stalls- 165 ,Gate-2, Demonstration Mandap,Food court, Control room cum VIP lounge, Erection of temporary toilets etc.

7. On completion of the exhibition, the contractor shall have to take away all the materials within 3 days & vacate the site with the same condition while occupying the ground.
8. The contractor should be prepared to provide additional materials in case of requirement at the market price for the items not mentioned in the tender.
9. The final payment will be made on the basis of the actual work done and Work Assessment Report in the specified format by the Mela and Mahostav in-charge. Part payment / release of advance will be made only after inauguration of the said exhibition on the satisfaction of the authority. The contractor shall not use any additional materials other than the work specified in the work order without the prior permission of the Mela and Mahostav in-charge. In case of any additional requirement, the contractor has to take the prior written permission from the Mela-in-charge which should be submitted with the bill.
10. The tenderer will be responsible for upkeep and maintenance of the entire work done by him till the closing of the exhibition. The undersign will not be responsible for any breakage, damage, fire, theft etc. of his materials and he has to take suitable step for insurance of his goods used in the exhibition for the above purpose.
11. No part of the contract will be sub-let without the prior written permission of the authority.

57

12. For convenience and effective delivery the tender is to be treated as a package of services. Hence, the firm quoting the lowest quotes and submitted required documents mentioned in Sl. No. 1 & 2 will be selected for the purpose.
13. It shall be the responsibility of the successful tenderers / contractors to obtain requisite permission for electricity connection / fire services for the exhibition period from statutory bodies. **The tenderers have to supply the fire protection equipment like extinguisher as per the requirement from the Fire Officer of the concerned area and adhere to the fire safety norms.**
14. In regard to electrical fittings etc. the contractor shall have to engage qualified licensed electrician / contractor entitled to erect, handle and maintain high tension supply line and its up keep and maintenance.
15. Firm /Agency will be responsible for cleaning and sweeping of the entire Mela ground every day. The agency have to engage sufficient numbers of manpower for that and Mela ground should be ready with proper cleaning by 9 AM everyday during the exhibition period.
16. The tenderers are required to deposit an earnest money of Rs. 10,000 /- (Rupees ten thousand) only in shape of demand draft / pay order in favour of **Chief Executive, DSMS, Mayurbhanj** payable at Baripada. The E.M.D amount of the successful tenderer will be kept with till the completion of the exhibition. In case of any unsatisfactory work, delay in execution of work etc. the E.M.D amount will be forfeited as per the decision of the authority. Tender papers without E.M.D shall be rejected. Apart from this an amount of Rs. 5000/- will be paid as cost of tender paper which is non refundable.

87

CONCEPT OF THE PALLISHREE MELA

The Pallishree Mela will be designed to create the atmosphere of a village where there will be an indigenous and contextual setting for folk artisans and entrepreneurs to display, demonstrate and market their skills and products in an environment akin to their own habitat. The entire layout, design and landscaping will be vernacular in approach. It will be a congregation of stalls grouped as per their classification harmoniously. The whole set up would create awareness on rural ethnic products among the masses.

The overall objective of the Mela is to popularize the ethnic and other rural products of different States and Districts and create opportunities for the artisans / producers to build up long term marketing tie-up with prospective buyers around the country.

In general, the following works will be required to be taken up:

1. Erection of Stalls
2. Coordination Cell-cum-VIP Lounge
3. Main Entrance & Exit Gate
4. Ground Electrifications (General)
Additional Electrical Requirements- Tube Light, Pedestal Fan, Ceiling Fan, etc.
5. Miscellaneous: Durry (15' X 15'), Bed Set (Bed & Pillow with cover)
6. Generators: 82.5 KVA
7. Demonstration Mandap
8. Food Court
9. Toilets

1. Erection of Stall:

Stalls will be erected in Pallishree Mela 2020 as per the requirement. The tenderer will quote their lowest possible price. The details of specifications are given below:-

Sl. No.	Particulars	Stall Specification
1	Structure	Bamboo & cloth structure, Size of each stall – 10' X 10' with tarpaulin water proof roofing.
2	Flooring	Full Floor coir/carpet Matting
3	Ceiling & Wall	Three sides including partition walls of stall will be covered with new white cloth. Backside outer wall will be covered with tarpaulin and G.I. Sheets. The GI Sheets shall be fixed horizontally supported with wooden bellies. The GI Sheets will be covered in the Back side of the Stall upto 5' from the Ground.
4	Racks	Three tire wooden racks. The shelf of the racks will be of size 1'.6" X 10' with the first layer fixed at a height of 2'6" & covered with white cloth. The space below racks will be used for storage of goods.
5	Facia	A wooden batten frame for Running Facia will be erected by the contractor. The frame will have 2' front projection & 3' height. The facia will be covered with cloth. The selective cloth colour like Bottle Green, Navy Blue & Maroon will be used alternatively in the exhibitions. Running Tribal paintings / Patta Painting in multi colour will be made on the facia. A running white cloth Jhallar of 1' width will be put in the front side, below to the fascia frame.
6	Furniture	Front counter table in wooden batten and planks / steel table size 8' x 2.6'X 3' height and wrapped with new white cotton cloth. Plastic moulded Chair – 2 nos. in each stall.
7	Electric Fittings	Tube Light – 4 nos. (2 nos. of tube light should be connected with generator) & a on / off switch for use in night time after closing, Ceiling Fan – 1 no. connected with an on / off switch in each stall. 1 no. of 5 Amp Plug Point, if required.
8	Numbering of Stall	All stalls should be numbered with stencil & paint.
9	Closures	Front cloth drops / screens. Daily putting up and off of the same is the responsibility of the quotationer.
10	Miscellaneous	Street light facility should be provided inside the entire Pallishree Mela Ground.
11	Shade in front of stall	Shade in front of stall of 10 feet will be provided.

37

General Specification: The Ground lay out should be prepared in a compact manner from security point of view. In case of requirement of any wall with tin fencing & fascia work no extra charge will be entertained. The tenderer will have to cover the entire front portion i. e the entry and exit point of the gate with side wall screens or in cloth & batten frame walls with painting / Applique decoration to cover the tin walls.

2. Coordination Cell –cum-VIP-Lounge:

One Coordination Cell –cum- VIP Lounge will be erected in exhibition. The tenderers will quote the lowest possible price. **ALL NEW COTTON CLOTHES TO BE USED.** The specifications are as follows:

Sl. No.	Particulars	Work Specifications
A	Structure	Bamboo structure with wooden batten frame work and colour cloth covering as per a particular design from All sides. Tarpaulin water proof roofing. As per the requirement of the design the quotationer should use plaster parish, spray colour, vinyl board, wooden planks etc. Temporary Garden should be constructed covering the VIP Longe.
B	Size	40 ft X 40 ft.
C	Ceiling & Wall	Ceiling of Coordination Cell shall be finished with white Cotton Cloth properly stretched on wooden batten frames. The control room will be separated in to 4 individual rooms of different sizes to be used as office, waiting space, VIP lounge and store with the cloth and wooden batten frame work walls/partitions.
D	Counter	One long table covered with new cotton cloth will be fixed in the office room. One window of minimum size 5' X 4' will be on the wall of office room towards the counter.
E	Flooring	Wooden plank platform of 2' height & full Floor synthetic Matting.
F	Furniture	Front office counter table either in wooden batten frame and ply wood/steel tables with attractive shapes – 3 nos., 10 nos. of revolving cushion chairs, 3 sets of Dunlop Sofa Set for VVIPs (for 16 persons), 4 nos. of center table of low height, 10 nos. of glasses with cover, 4 nos. of waste bin basket, 15 nos. of plastic moulded chairs, one steel almirah with key, one water filter and two steel tables for pantry room & two standard table for computer operation. Air Conditioner facility will be provided in the VIP Lounge.
G	Electric Fittings	Tube Light – 10 nos. , Ceiling Fan – 4 nos., 1 no. of sound less pedestal fan, 1 white Mercury light (100 watt) (to be connected with a on/off switch in the each room, 6 nos. of 5 Amp Plug, 2 nos. 15 Amp. Plug provisions for computer & printer. Other decorative light like hanging chandelier (<i>jhaada</i>) etc.
H	Sound System	One microphone with amplifier & audio DVD / CD player for public announcement. The speakers be fitted in such a manner that the announcement should cover to entire ground.
I	Closures	Two wooden frame ply fitted door shall be fitted in the main entrance of the Coordination Cell for night closing.
J	Flower Decoration	Flower Vase with Sufficient Live flower decoration at the entrance and exit and other places, Live flower pots at the four sides of the Coordination Cell with thermocol lettering and thermocol panels at the entrance (written in English & Oriya).
K	Cooler	2 nos. of cooler each be fitted.
L	Attraction point	A selfie point or similar type of attraction point for visitors shall be erected outside of control room

3. Main Entrance & Exit Gates: The tenderer shall submit the lowest possible rate for the gate with following specifications:

Sl. No.	Particulars	Work Specifications
a	Structure	Bamboo Structure, Wooden Batten framing, Square & box type structure
b	Size	Pillars height will be of 12' to 14' with 16' cleared width between the pillars, length 25' and width of pillar will be 4' all around.
c	Covering	Gate should be erected with batten framing, flex/ cotton cloth mounting with design work as per approved design.
d	Lighting	Sufficient lighting arrangement with metal light.
e	Flowering	Live flower chains will be put in the gates and the same should be changed every alternate day.

57

4. **Ground Electrification:**

The below mentioned items are taken as a PACKAGE which shall be supplied by the tenderer for exhibition period. The quantities of the items are statutory /fixed in the package. The tenderers have to quote his price for the complete PACKAGE only. The Package includes the below mentioned items and concealed wiring to all lights and sound equipments. If the requirement will be less in quantity than the PACKAGE in any event, then the claim of the tenderer will be for the complete package.

Light & Sound Package - 1

1. Main Switch Board/Panel Board up to 250 KW electric load with cabling & wiring.
2. Adequate speakers shall be fitted in the exhibition premises for surround Sound
3. 20 no. of Halogen Light (500 watt) along with wiring/ fitting poles
4. 20 no. of Halogen Light (1000 watt) along with wiring/fitting poles
5. 10 no. of white Halogen light along with wiring /fitting poles.
6. 5 no. of Halogen shall be fitted in and around back side of the stalls for security purpose.
7. 100 no. Globe lights/ Garden Lights with stand (3' height) with wiring.
8. 100 no. Applique hanging lampshades along with bulb fittings and wiring. The appliqué lamp sheds will be placed at the branches of big trees inside the exhibition premises/closed to the premises.
9. 10,000 Tuni running lights will be fitted at the required places.

Light & Sound Package – 2

- i. Main Switch Board/Panel Board upto 250 KW electric load with cabling & wiring.
- ii. Adequate speakers shall be fitted in the exhibition premises for surround Sound
- iii. 40 no. of Halogen Light (500 watt) along with wiring/ fitting poles
- iv. 35 no. of Halogen Light (1000 watt) along with wiring/fitting poles
- v. 15 no. of white Halogen light along with wiring /fitting poles.
- vi. 10 no. of flood lights shall be fitted in and around back side of the stalls for security purpose.
- vii. 150 no. Globe lights/ Garden Lights with stand (3' height) with wiring.
- viii. 200 no. Applique hanging lampshades along with bulb fittings and wiring. The appliqué lamp sheds will be placed at the branches of big trees inside the exhibition premises/closed to the premises.
- ix. 20,000 Tuni running lights will be fitted at the required places.

6. **Generators:** Sound less Generator sets with required fuel shall be provided by the tenderer for the entire exhibition period. The tenderer should always be prepared for uninterrupted power supply for the exhibition. The generator circuit should be connected with two tube lights of each stall, stage, few ground lights, control room and public announcement system. The requirement of Gen. Sets will be of 82.5 KVA.

7. **Dining area for food court:**

The following items are taken as one PACKAGE which shall be supplied by the Bidder. The specifications of Dining Area are as follows.

Sl.	Particulars	Specifications
1	Size	The size of the dining area will be approximately 3000 sqft.
2	Flooring	Green net carpet
3	Furniture	Ten (10) numbers of round table with frill and cover, Forty (40) numbers of banquet chair with white cover,
4	Barricading	Decorative Bamboo truss barricading of 3' height with painting to be erected around the dining area with entry and exit passage.
5	Dustbin	Sufficient (a minimum of 10 numbers big size) dustbin to be provided and placed at various spots especially in front of food stalls and dining space. Regular and timely cleaning (at least 2/3 times daily) of Dustbins should be maintained.
6	Anti Fire Chemical treatment	The materials (like clothes & other inflammable materials), to be used for erection of food court- Food Stall and should be treated with fire repellant chemical

8. **Live Demonstration Mandap:** Live Demonstration Mandap will be constructed in one particular place inside the exhibition ground (As per the design). On the Mandap some live demonstration activities will be performed by the artisan. The bidder has to quote his lowest possible price for such a Mandap; where (minimum three) as per the specifications mentioned below:

Structure : Bamboo & Cloth Structure, four sides open (a model of Hindu marriage bedi)

Size : 15 'X 15'

Facia : 4' height, cloth stretched tightly and fixed with a wooden batten frame on the four side top of the stall, running jhallar placed at the bottom of the fascia.

Flooring : 1 ft. wooden platform with Full floor Durry matting.

Ceiling : Tarpaulin water proof roofing and white cloth ceiling properly stretched.

Barricading : 4' height bamboo barricade covered with cloth on all sides of the stall.

Electric Fitting : 8 no. of tube light, 4 no. of campa light fitted with the four corner poles, one ceiling fan with on/off switch arrangement.

9. **Temporary Toilet For Visitors:** Ten numbers of (5 for male & 5 for female) temporary urinals & toilets Should be installed with all sanitary fittings in the mela ground along with water facilities & wash basin for the participant and visitors. The quality of these toilets should be excellent, as there is a huge turnover of visitors to this SISIR SARAS Fair

B1

Name & Address of the firm

Signature with seal

DECLARATION

I / We hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am / we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am / we are willing to abide by the terms and conditions laid by ORMAS/DRDA, Mayurbhanj. In case of any lapse on my / our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent authority.

Place:
Date:

Signature of the tenderer with seal

B7

TENDER APPLICATION FORM FOR TENTAGE & ALLIED WORKS OF PALLISHREE MELA 2020
(Last date for submission of tender form on or before 26th March 2020, 2.00 PM)

To

Sl. No	Item Particulars	Unit	Rate per unit in Rs.	Qty	Total Amount (In Rs.)
1	Erection of Stall	1		165	
2	Control Room cum-VIP lounge	1		1	
3	Erection of Gates (Entrance & Exit)	1		2	
4	Ground Electrification – Package -1	1		1	
5	Ground Electrification – Package -2	1		1	
6	Generator (with fuel)				
	82.5 KVA	1		1	
7	Food Court	1		1	
8	Toilets	1		10	
9	Demonstration Mandap	1		3	
10	Miscellaneous – General				
	Bed Set (Bed & Pillow with Cover)	1		50	
	Durry (15' X 15')	1		20	
	Plastic Molded Chair (optional)	1			
	VIP Chair (optional)	1			
	VIP Sofa (optional)	1			
11	Miscellaneous (Electrical) (optional)				
	Pedestal Fan	1			
	Ceiling Fan	1			
	Tube light	1			
	Halogen(500W)	1			
	Halogen(1000W)	1			
	Total				

Signature of the tenderer
With seal



TENDER PAPER

(For Security Service)

OF

Exhibitions

Organised by

ORMAS, Mayurbhanj

FOR THE YEAR -2020

Orissa Rural Development & Marketing Society,

Mayurbhanj

(A district unit of ORMAS)

DRDA Campus, Mayurbhanj, Odisha

B7

**TENDER PAPER FOR DEPLOYMENT OF SECURITY IN EXHIBITIONS TO
BE ORGANISED BY ORMAS FOR THE YEAR 2019-2020**

E.M.D (Refundable)

Rs.1, 000/- in shape of Demand
Draft/Pay order in favor of Chief
Executive, DSMS, Mayurbhanj
payable at Baripada

LAST DATE & TIME FOR RECEIPT
OF TENDER

26th March 2020 latest by 2.00 PM

DATE & TIME OF TENDERS
OPENING

26th March 2020 at 4.30 PM at
DRDA , Mayurbhanj

B

Orissa Rural Development & Marketing Society, Mayurbhanj

Quality of Security Personnel

All Security Guards provided by the Agency should be smart, trained and should have requisite skill in the following aspects:

- To put on proper uniform
- Sincerity with good conduct
- Well behaved & disciplined
- Able to read, write & speak Oriya. Working knowledge of Hindi & English.
- Able to keep proper watch & ward
- Knowledge of fire extinguisher operation

Each guard should be aware of their duties & responsibilities during the duty hours.

Tentative Requirement of Security Personnel in each shift (8 hours) during Exhibition period

Security Guard with Lathi	-	08
Supervisor	-	01

Terms & Conditions:

- The firm should submit the documents in photocopy like **Registration Certificate, Current year Income Tax Clearance, Latest Service Tax return, up to date EPF & ESI deposit challan, labour license, and present customer list** with the tender paper positively. In absence of the documents mentioned above, the tender will be rejected.
- Experience certificate should be enclosed for execution of similar nature of work.
- ORMAS, Mayurbhanj will not be responsible for any occurrence like theft & missing of any articles while deployment of guards during the exhibition period.
- In case of any occurrence of theft, the Security Agency will conduct proper inquiry.
- During inquiry if it is found any fault or lapses on the part of security personnel for theft, the Security Agency will be responsible to pay the amount of loss towards theft of any article during the exhibition period from the premises.
- Arrangement of lodging, boarding & logistics of the guards at exhibition towns during the exhibition period will be the responsibility of the Security Agency.
- The required no. of security personnel & the time period of deployment will be intimated separately, well in advance of each exhibition.



- The tenderers are required to deposit an earnest money of Rs.1, 000/- in shape of demand draft/pay order in favour of Chief Executive, DSMS, Mayurbhanj payable at Mayurbhanj. The E.M.D amount of the successful tenderer will be kept with ORMAS for one year. In case of any unsatisfactory work, delay in execution of work etc. the E.M.D amount will be forfeited as per the decision of the authority. Tenders without E.M.D shall be rejected.
- Sanctions of any advance will not be considered. Full & Final payment will be made on completion of each event.
- The rate offered by the firm should valid for one year starting from 1st April 2020 to 31st March 2021.
- The tenderers have to offer the price for all items or else the tender paper will not be considered.
- The rate offered by the firm shall be including of all taxes and duties except service tax, as applicable. However the service tax will be deposited by the firm with the concerned authority and the same will be reimbursed to the firm only after production of receipt.

While submitting the tender, the tenderers should submit the followings:

- Authentic proof of the work done of similar nature with list of organizations.
- Proof of financial status and credit worthiness of the firms from any scheduled bank indicating the financial capacity of the party.
- Latest Income Tax Clearance Certificate.
- Copy of the Registration Certificate, up to date EPF & ESI deposit and present customer list
- EMD of Rs.1, 000.00 in favour of Chief Executive,DSMS,Mayurbhanj in shape of Demand draft/pay order.
- Valid service tax registration certificate number and copy of the return/amount deposited in the last year.
- Copy of the Pasara license.

ACCEPTED THE TERMS AND CONDITIONS

Signature with seal

63

DECLARATION

I/We hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by ORMAS. In case of any lapse on my/our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent authority.

Signature of the Tenderer with seal

Place:

Date :

B

Orissa Rural Development & Marketing Society,
Mayurbhanj

TENDER APPLICATION FORM FOR THE EXHIBITIONS

(Last date for submission of tender form on 26th March 2020 latest by 2.00 PM)

To

The Project Director, DRDA
Mayurbhanj

Sl. No	Category	No. of Guard	Rate per shift i.e. 8 hours (in Rs.)
1	Guard with Lathi	1	
2	Supervisor	1	

Signature with seal of the Tenderer

B

TENDER PAPER

(For Printing Materials)

OF

Exhibitions

Organized by

ORMAS, Mayurbhanj

FOR THE YEAR -2020

Orissa Rural Development & Marketing Society,
Mayurbhanj

(A district unit of ORMAS)

DRDA Campus, Baripada, Mayurbhanj Odisha

37

**TENDER PAPER FOR PRINTING MATERIALS OF EXHIBITIONS TO BE
ORGANISED BY ORMAS FROM 09th – 13th April 2020**

E.M.D (Refundable) : Rs. 1, 000 /- (Rupees one thousand only) in
shape of Demand Draft / Pay order in favor of **Chief
Executive, DSMS, Mayurbhanj, payable at
Baripada.**

LAST DATE & TIME FOR RECEIPT : 26th March 2020 latest by 2 pm
OF TENDERS

DATE & TIME OF OPENING OF : 26.03.2020 at 4.00 PM at DRDA, Mayurbhanj
TENDERS

B

Orissa Rural Development & Marketing Society, Mayurbhanj

(A district unit of ORMAS)

DRDA Campus, Baripada Mayurbhanj, Odisha

Terms and Conditions

- The work assigned to the firm should be done as per the above specification and should cover all aspects of the exhibition.
- The work should be completed within the time frame.
- Sanctions of any advance will not be considered. The payment will be made on completion of each event.
- The price offered by the firm should include all taxes. However the TDS will be deducted from the bill amount and deposited with the concerned authority.
- The rate offered by the firm shall be inclusive of all taxes and duties except service tax, as applicable. However the service tax will be deposited by the firm with the concerned authority and the same will be reimbursed to the firm only after production of receipt.
- The above documented works should be submitted within 10 days of the completion of the exhibition.
- The tenderers are required to deposit an earnest money of Rs. 1000/- in shape of demand draft/pay order in favour of **Chief Executive, DSMS, Mayurbhanj** payable at Baripada. The E.M.D amount of the successful tenderer will be kept with ORMAS. In case of any unsatisfactory work, delay in execution of work etc. the E.M.D amount will be forfeited as per the decision of the authority. Tenders without E.M.D shall be rejected.
- The tenderers have to offer the price for all items otherwise the tender paper will not be considered.
- The firms should have experience to prepare product-wise profile based on the market trend of individual products displayed in the exhibition.

While submitting the tender, the tenderers should submit the followings:

- i. Authentic proof of the work done of similar nature i.e. on Printing Material of the exhibitions for 2 years.
- ii. Experience certificate for preparation of Printing Materials on the product-wise profile on the market trend of individual product displayed in the exhibition
- iii. Valid PAN No., Service Tax registration certificate and copy of the last GST return.
- IV. Proof of financial status and credit worthiness of the firm from any schedule Bank indicating the financial capacity of the party.

Accepted the terms and conditions



Signature with seal

DECLARATION

I/We hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by ORMAS. In case of any lapse on my/our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent authority.

Signature of the Tenderer with seal

Place:

Date:



**Orissa Rural Development & Marketing Society,
Mayurbhanj**

TENDER APPLICATION FORM FOR THE EXHIBITIONS

(Last date for submission of tender form on 26th March 2020 latest by 2.00 PM)

To

The Project Director
DRDA, Mayurbhanj

Sl.	Particulars	Specification	Approximate Quantity	Quoted Price in Rs. (in figure & words)
1	Identity Card	Size- 5.5 cm X 9 cm, Offset printing both size, Multi Coloured, Art paper Board 220 GSM, covered with plastic pouch and clip type neck card	300 Nos	
2	Poster	Size 44CM X 56 CM, Multiple Coloured, Offset Printing, Glossy Art Paper 80 GSM Maplitho Paper	1000 Nos	
3	Certificate	Size- A4, Offset printing, Multi Coloured, 300 GSM Art paper Board	150 Nos	
4	Hoardings	Flex Hoardings- 12ft. width X 8ft. height, Star Flex with 20 gaze iron frame with Bamboo/ Wooden pole structure (Printing, mounting and installation)	5 Nos.	
5	Flex	Different Size multi Coloured Banner, Hoarding as per requirement. (Price to be quoted per sq. ft.)	As per requirement	

Signature of the Bidder with seal

B

TENDER PAPER

(For Documentation)

OF

Exhibitions

Organised by

ORMAS, Mayurbhanj

FOR THE YEAR -2020

Orissa Rural Development & Marketing Society,

Mayurbhanj

(A district unit of ORMAS)

DRDA Campus, Baripada, Mayurbhanj Odisha

**TENDER PAPER FOR DOCUMENTATION OF EXHIBITIONS TO BE
ORGANISED BY ORMAS FROM 9th – 13th April 2020**

E.M.D (Refundable) : Rs. 1, 000 /- (Rupees one thousand only) in shape of Demand Draft / Pay order in favor of Chief Executive, DSMS, Mayurbhanj, payable at Baripada.

LAST DATE & TIME FOR RECEIPT : 26th March 2020 latest by 2 pm
OF TENDERS

DATE & TIME OF OPENING OF : 26.03.2020 at 4.00 PM at DRDA, Mayurbhanj
TENDERS

37

Orissa Rural Development & Marketing Society, Mayurbhanj

(A district unit of ORMAS)
DRDA Campus, Baripada Mayurbhanj, Odisha

Terms and Conditions

- The work assigned to the firm should be done as per the above specification and should cover all aspects of the exhibition.
- The work should be completed within the time frame.
- Sanctions of any advance will not be considered. The payment will be made on completion of each event.
- The price offered by the firm should include all taxes. However the TDS will be deducted from the bill amount and deposited with the concerned authority.
- The rate offered by the firm shall be inclusive of all taxes and duties except service tax, as applicable. However the service tax will be deposited by the firm with the concerned authority and the same will be reimbursed to the firm only after production of receipt.
- The above documented works should be submitted within 10 days of the completion of the exhibition.
- The tenderers are required to deposit an earnest money of Rs. 1000/- in shape of demand draft/pay order in favour of Chief Executive, DSMS, Mayurbhanj payable at Baripada. The E.M.D amount of the successful tenderer will be kept with ORMAS. In case of any unsatisfactory work, delay in execution of work etc. the E.M.D amount will be forfeited as per the decision of the authority. Tenders without E.M.D shall be rejected.
- The tenderers have to offer the price for all items otherwise the tender paper will not be considered.
- The firms should have experience to prepare product-wise profile based on the market trend of individual products displayed in the exhibition.

While submitting the tender, the tenderers should submit the followings:

- i. Authentic proof of the work done of similar nature i.e. on documentation and still photography of the exhibitions for 2 years.
- ii. Experience certificate for preparation of documentation on the product-wise profile on the market trend of individual product displayed in the exhibition
- iii. Valid PAN No., Service Tax registration certificate and copy of the last GST return.
- IV. Proof of financial status and credit worthiness of the firm from any schedule Bank indicating the financial capacity of the party.

Accepted the terms and conditions

Signature with seal

Detail Specification:

Documentation

The period of each exhibition will vary from 2-5 days. The entire event will be video documented in digital camera. The video coverage will cover all aspects of the exhibition starting from inaugural function, Gates, hoardings, Design of the exhibition, workshops, seminars, views of public, views of participants, and live demonstration to valedictory function. All the above aspects should be covered within one hour in a glimpse with consultation of the authority. The entire programme should be submitted in DSMS office on proper receipt with off line editing and voice over, wherever required in 3 copies DVD format.

Still Photography

The still photographs maximum of 10-100 Pieces are required for each exhibition. The still photographs should cover all aspects of inaugural function, Gates, Design of the exhibition, advertising at different places like road crossing gates, hoardings, banners, posters etc, workshops, seminars, gathering of public, few product photographs, cultural programmes and live demonstration to valedictory function. 3 sets of mat paper still photos of 4" X 6" size in an album & negatives should be submitted in ORMAS office within 10 days of the completion of the event.

DECLARATION

I/We hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by ORMAS. In case of any lapse on my/our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent authority.

Signature of the Tenderer with seal

Place:

Date :



**Orissa Rural Development & Marketing Society,
Mayurbhanj**

TENDER APPLICATION FORM FOR THE EXHIBITIONS

(Last date for submission of tender form on 26th March 2020 latest by 2.00 PM)

To

The Project Director
DRDA, Mayurbhanj

Sl. No.	Particulars	Units	Rates (In Rs.)
1.	Video Documentation(3 copies of CD to be submitted)	Per Exhibition	
2.	Video Camera(HDV) with Camera Man for live telecast of stage programme in the mela ground	Per Exhibition	
3.	Sound System for live telecast of stage programme in the mela ground	Per Exhibition	
4.	Still Photography of 4" X 6' size in 2 Pcs. of each snap	Per snap	
5.	L.C.D Projector	Per LCD Projector per day	
6.	C.C. TV	Per Camera per day	
7.	Plasma TV (50" size)	Per TV per day	

Signature with Seal

57